

VILLAGE OF SARANAC
REGULAR MEETING MINUTES
June 8, 2020

The Saranac Village Council Regular Meeting was called to order by President Darby at 7:00 p.m. at the Saranac Village Office, 27 N Bridge Street.

The meeting was opened with the Pledge of Allegiance.

Present: President Darby, Straubel, DPW Simmons; Trustees – Doll, Hooper, Klutman, Mulnix, Simmons, Whorley

Absent: None

Guests: Darryl Coulier

Motion was made by Mulnix, supported by Simmons, to approve the Regular Agenda. All yeas.

Public Comments – None.

Motion was made by Mulnix at 7:03 p.m., supported by Whorley, to open the Zoning Board of Appeals Public Hearing on an application for variance from Zoning Ordinance Section 30.17.08 Accessory Buildings. All yeas.

Darryl Coulier, owner of property located at 282 Mill Street, has applied for a variance to construct a new garage in the same location and on the same foundation as an existing old carriage house. The foundation of the structure to be demolished is closer than 5 feet to the side and rear lot lines, which is closer than permitted per the Village of Saranac Zoning Ordinance.

There were no comments from the applicant or council members.

Motion was made by Simmons at 7:05 p.m., supported by Klutman, to close the Public Hearing. All yeas.

Motion was made by Mulnix, supported by Doll, to approve Coulier's application for variance from Section 30.17.08 Accessory Buildings, as requested.

Roll call vote: yeas – Doll, Hooper, Klutman, Mulnix, Simmons, Whorley, Darby; nays – none; absent – none.

Motion was made by Simmons, supported by Whorley, to accept the minutes of the May 11, 2020 Regular Meeting. All yeas.

Motion was made by Mulnix, supported by Klutman, to accept the Treasurer's Report of May 31, 2020. All yeas.

Various Accounts Payable items were reviewed and questions answered.

Motion was made by Doll, supported by Mulnix, to approve the Accounts Payable of June 8, 2020, in the amount of \$74,856.20.

Roll call vote: yeas – Doll, Hooper, Klutman, Mulnix, Simmons, Whorley, Darby; nays – none; absent – none.

Council reviewed Straubel's proposed budget amendments (Draft 1 & 2) for fiscal year 3/1/20 – 2/28/21. As a result of the Covid-19 pandemic, the State of Michigan has released reports indicating reductions in projected Revenue Sharing and Gas & Weight payment distributions. The projected reduction in state revenue, along with projected decrease in interest on reserve funds, equates to approximately \$53,000.

In order to balance the budget based on these new projections, Straubel looked for potential expenditures that could be decreased. Fortunately, the Center Street project, which has street, water and sewer components, came in approximately \$67,000 under budget. Straubel provided council with reports that show the effect of revenue and expenditure decreases, and their projected effect on cash reserves, by fund.

Council members discussed the reports presented by Straubel.

Motion was made by Klutman, supported by Whorley, to accept Draft 1 Budget Amendment, as presented.

Roll call vote: yeas – Doll, Hooper, Klutman, Mulnix, Simmons, Whorley, Darby; nays – none; absent – none.

Council reviewed a revised Covid-19 Preparedness & Response Plan ("Plan") that reflects compliance with Governor Whitmer's Executive Order 2020-114 dated June 5, 2020.

Darby explained that the main difference in this Plan, versus the Plan that was approved by council April 13, 2020, is the bulleted items.

Darby also explained that this document will change over time, as new Executive Orders are released by Governor Whitmer.

Much discussion was had regarding components of the Plan.

Motion was made by Whorley, supported by Klutman, to adopt the Plan as presented, with modifications regarding drinking fountains and hand dryers. Yeas – Doll, Klutman, Simmons, Whorley, Darby; nays – Hooper, Mulnix; absent – none.

Council members agreed that Straubel can update the Plan as required by subsequent Executive Orders, without further council approval.

Council members reviewed two Consumers Energy easements that the Village was requested to sign. One proposed easement is on Division Street, just west of the Dollar General parking lot, and is an easement for the protection of electric facilities. The other one is located on Erv Taylor Avenue and is an easement for new electric facilities. Straubel reported that Jim Doezema, Village Attorney, reviewed the proposed easements and added indemnity language. Consumers Energy revised the easements to reflect Doezema's language.

DPW Simmons informed council members of a historical tree that is located on the Division Street property. He would like to see language added to the easement, to protect this tree from damage or removal by Consumers Energy. Council members concurred.

Council members discussed the removal of existing electric poles. They would like to see language added to the easement that requires the removal of inoperable poles, below grade.

Motion was made by Hooper, supported by Klutman, to approve the easements, once acceptable language is added to protect the historical tree located on the Division Street property and also to remove inoperable poles, below grade.

Roll call vote: yeas – Doll, Hooper, Klutman, Mulnix, Simmons, Whorley, Darby; nays – none; absent – none.

Zoning Administrator Report

The Zoning Administrator's Report of Services for May 2020 was reviewed.

At council's request, Straubel will follow up with Vandersloot on reports of a new fence on Mill Street and unlicensed vehicles on Main Street.

Planning Commission Report

Klutman reported that the Planning Commission did not meet in June. Their next regularly scheduled meeting is July 1, 2020.

Straubel reported that Shaw & Tlapek's terms as Planning Commission members expire 6/8/20 and that they are both are willing to accept re-appointment for another 3-year term.

Motion was made by Mulnix, supported by Hooper, to re-appoint Dave Shaw & Janet Tlapek to serve as members of the Planning Commission, with 3-year terms expiring June 2023. All yeas.

Straubel reported that Vandersloot inquired whether the Village intends to pass planner fees along to applicants of a Special Use Permit under the new Adaptive Reuse section of the Zoning Ordinance. It is anticipated that an application may be forthcoming.

Council discussed the level of assistance that may be required from Tim Johnson of MainStreet Planning.

Klutman, as the Village Council representative serving on the Planning Commission, indicated that commission members should need minimal assistance from Johnson, as they recently went through the same process with the Harker House.

Council members concurred not to pass along planning fees to applicants.

Committee Reports

Budget

Draft 1 Budget Amendments approved above.

Public Safety

Council received Ionia County Sheriff Office stats for Village of Saranac patrol for May 2020.

Parks & Recreation

DPW Simmons reported on the status of the improvements to the rafters of the Trailhead pavilion, which were made possible by a generous donation from a Village resident.

In compliance with Governor Whitmer's Executive Order 2020-115, Straubel prepared signage for Scheid Park which states: "If you are not part of the same household, you must maintain a six-foot distance from one another. Thank you for your cooperation."

Streets

Council briefly discussed the topic of ORV operation in the Village, as some council members have been approached about allowing them. Currently, the Village does not have an ORV Ordinance and the Ionia County ORV Ordinance states: "An ORV may not be operated on any City or Village road surface, roadway, shoulder, or right-of-way in Ionia County, unless allowed by City or Village ordinance."

Due to the fact that there was no public present to state their case on the topic, council did not discuss the topic further.

Straubel reported that the Village will have a Fall Clean-up this year, beginning on September 28th. The Village was unable to have a Spring Clean-up as in prior years, due to COVID-19 restrictions. Fliers will be sent to all Village residents, approximately 2 weeks in advance of September 28th.

Buildings & Grounds

Straubel reported that Sam Pernick with Green Michigan Partners, has inquired on numerous occasions whether the Village Council has decided to revisit the ordinance they adopted in July 2019, prohibiting marijuana establishments.

Council members agreed to discuss the topic at the July 13, 2020 council meeting.

Water & Sewer – No report.

Personnel

Darby informed council members that the Personnel Committee met to discuss two topics.

DPW Simmons is having surgery on July 8th and will be off work for approximately 3-4 weeks. Simmons has requested that council consider compensating him for this time as opposed to him using sick and/or vacation time. Simmons rationale is that he continued to work during the "stay-at-home" order and his DPW crew all took varying amounts of time off.

Motion was made by Hooper, supported by Klutman, to grant DPW Simmons one week of disability pay at full salary and two weeks of restricted (at home) work at full salary. Any additional time off will require the use of sick and/or vacation time. All yeas.

Straubel has requested a modified work schedule beginning in October of this year. Per Darby, Straubel wishes take one day per week off, while still maintaining a 40-hour work week. Council members shared varying thoughts on the topic. Some council members were concerned that residents may not be pleased with the office being closed one day a week. Other council members feel that it would be fine, if it was a Monday or Friday, as many businesses operate as such.

Straubel pointed out that residents may be happier with a 4-day, 9 hour per day work schedule, as the office would be open until 5:30, as opposed to 4:30 allowing those who work out of town to make it to the office prior to its closing for the day. Straubel would work remotely to make up the additional 4 hours.

Motion was made by Hooper, supported by Klutman, to allow Straubel to modify her work schedule on a 3-month trial basis beginning in October 2020. The proposed schedule would be Monday through Thursday, 8:00 a.m. – 5:30 p.m. (with lunch from noon to 1:00 p.m.), off Friday and work remotely 4 hours during the week. Yeas – Hooper, Klutman, Mulnix, Simmons, Whorley, Darby; nays – Doll; absent – none.

Public Comments – None.

Additional Business

Klutman reported that the new owner of 60 S. Bridge Street informed him that he was very appreciative that DPW Simmons suggested that he switch from a 2-inch water meter to a 3/4-inch water meter, as this will result in a significant savings for him.

Darby reported that the annual BridgeFest event is still scheduled for August 22nd. However, the Boston/Saranac Historical Society will not be participating in the event and have in fact cancelled all of their 2020 activities, due to additional requirements relating to COVID-19.

Meeting adjourned at 8:40 p.m.



Becky A. Straubel, Treasurer/Deputy Clerk